

Judicial Information Systems Trial Court System (TCS)

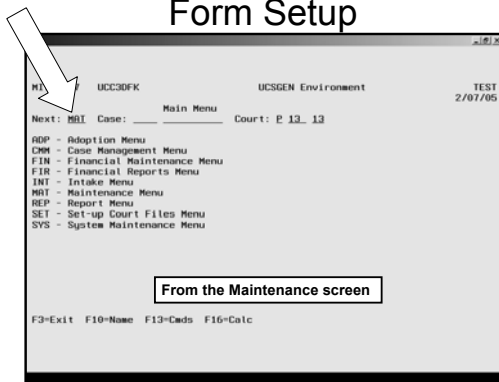
JUVENILE

Forms Enhancements
February 2005

Future Forms Enhancements

- Each court and user can determine the process for creating forms.
- Forms can be saved on the AS/400 and then modified if necessary.
- Most paragraphs are expandable or can be deleted.
- No limits for the number of petitions or children on a form.
- No limits for the number of charges on a page.

Form Setup



Form Setup

MITTSJ37 UCCE0FK UCSGEN Environment TEST 2/01/05

Next: FMY Case: Maintenance Menu Court: P 13_ 13

ALT - Alternate Name Codes ATY - Attorneys
CRY - Case Types CBK - Calendar Blocks-Court
CBP - Calendar Blocks Professionals CCD - Case Type Cat/Disp/Ple
CCE - Case Type Cat/Event CRG - Crime Groups
CRM - Courtrooms CRT - Courts
CRY - Court Types CTC - Case Type Category
COW - Manage Documents CPY - Disposition Types
EVC - Event Categories EVU - Event Category Update
EVS - Event Types FCL - Facilities
FVY - Form Types HOF - Offense - Habitual
JPL - Jail/Prison Locations NCT - NCIC Vehicle Makes
OFN - Offenses PLA - Policing Agencies
PLY - Placement Types PDL - Police Officers
PRF - Prof
PRP - Prof
PYD - Part
F3=Exit F

Form setup is created at the "Work With Form Types" screen. To access the form setup screen enter FMY and press enter

Form Setup for Court

MITTSJ37 UCCE0FK UCSGEN Environment TEST 2/01/05

Next: Case: Court: P 13_ 13

Type options, press Enter.
2=Change 4=Delete 5=Display P=Preferences S=Setup

Form Prefix: Form:

Pfx	Form	Effective Date	Called	Program	Title
JC	56	1/01/1900	UCCE0FK		Notices of Diversion Conference
JC	57	1/01/1900	UCCE0FK		Supplemental* Order of Disposition Following
JC	59	1/01/1900	UCCE0FK		Order* of Adjudication (Delinquency Proceedi
Z JC	59N	9/01/2004	UCCE0FK		Order of Adjudication (Delinquency Proceedin
JC	63	1/01/1900	UCCE0FK		Order Terminating Parental Rights, Commit to
JC	64	1/01/1900	UCCE0FK		Order Following Permanency Planning Hearing
JC	65	1/01/1900	UCCE0FK		Order Removing Alleged Abuser From Child's H
JC	67	1/01/1900	UCCE0FK		ed Case)
JC	76	1/01/1900	UCCE0FK		ding Post-Termin *

F3=Exit F6=Creat

To setup the Court's preferences for a form, enter "2" to change

MITTSJ37 UCCE0FK UCSGEN Environment TEST 2/01/05

Prefix: JC

Form: 59N Effective Date: 9/01/2004

Desc: Order of Adjudication (Delinquency Proceeding)

Program: UCCE0FK

Print Unselected Lines: Y

Exit Prompt After Print: Y

Create DOC SUM Copy: Y

F3=Exit F10=

Print Unselected Lines

Y = Form will print all paragraphs from the form, even if not selected (Example #1)

N = Form will print only the paragraphs that have been "X" (Example #2)

MITTSJ37 UCPC1K UCSGEN Environment TEST
Edit Form Type 2/01/05

Prefix: JC
Form: 59N Effective Date 9/01/2004
Desc: Order of Adjudication (Delinquency Proceeding)
Program: UCRAVXFK

Print Unselected Lines: Y
Exit Prompt After Print: Y
Create DOCSUM Copy: Y

Exit Prompt After Print
Y = Exit form generation screen after F21 to print
N = Form generation screen will remain after F21 to print for further modifications or changes

F3=Exit

MITTSJ37 UCPC1K UCSGEN Environment TEST
Edit Form Type 2/01/05

Prefix: JC
Form: 59N Effective Date 9/01/2004
Desc: Order of Adjudication (Delinquency Proceeding)
Program: UCRAVXFK

Print Unselected Lines: Y
Exit Prompt After Print: Y
Create DOCSUM Copy: Y

Create DOCSUM Copy
Y = Will create a saved version of the form for future modifications/printing (Example #3).
N = Will not save the form for future modifications

F3=Exit

Form Preference for User

MITTSJ37 UCPC1K UCSGEN Environment TEST
Work with Form Types 1/28/05

Next: Case: Court: P 13 13

Type options, press Enter.
Z=Change A=Delete S=Display P=Preferences S=Setup

Form Prefix: JC Form: 59

Form	Effective Date	Called	Form Title
JC 59	1/01/1990	UCRAVXFK	Order* of Adjudication (Delinquency Proceedi
JC 59N	9/01/2004	UCRAVXFK	Order* of Adjudication (Delinquency Proceedi
JC 63	1/01/1990	UCLEZK	Order Terminating Parental Rights, Commit to
JC 64	1/01/1990	UCLEZK	Order Terminating Parental Rights, Commit to
JC 65	1/01/1990	UCCP	Order Terminating Parental Rights, Commit to
JC 67	1/01/1990	UCX1	Order Terminating Parental Rights, Commit to
JC 76	1/01/1990	UCPP	Order Terminating Parental Rights, Commit to
MC 09A	1/01/1990	UC0N	Order Terminating Parental Rights, Commit to
MC 218	1/01/1990	UCV6	Order Terminating Parental Rights, Commit to

To setup a preference for a specific user enter a "P" next to the form

F3=Exit F6=Create F10=Name F13=Cmts F16=Calc F21=Print

File Edit View Communication Actions Window Help

UICSGEN Environment
Form Type Preferences

TEST
2/02/05

WITTSJ37 UCHBEFK

Court: P 13 13

Form: JC 59N Effective Date: 9/01/2004

Type options, press Enter.

Opt	Crt	Nbr	Loc	Profile	Print	Exit after	Create	DDCSUM
					Unselected	Print		
P	13	13	ST6MRG37	Y	Y	Y	Y	
	13	13	ST0LLR	Y	N	Y	Y	

To add a profile for a user press F9

F3=Exit F9=Change F10=Name F13=Ceds F16=Calc

[illegible]

Form Type Preferences

File Edit View Communication Actions Window Help

MITTSJ37 UCHBEFK USSGEN Environment TEST
 Court: T 13 13 EDF Form Type Preferences 2/02/05

Form: JC 50N Effective Date: 9/01/2004

Type options, press Enter

4-Delete	Opt	Crt	Nbr	Loc	Profile	Print	Exit after	Create
	E	T	13	13	MITTSJ37	Y	—	DDCSUM

Print Unselected

Y = Form will print all paragraphs from the form, even if not selected

N = Form will print only the paragraphs that have been "X"

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09-06-2008 17:00:00 [0]
MITSJ37 UCIXEAK USCEN Environment TEST
Edit Event 2/04/05

Crt: P 13 13 Jurist: CLATTERBROUGH Bond: Auth: 1/05/2005 OPEN
Case: 2003 0300111002 DL HENRY MITTS
Pty: JUV J Cnt: Worker: BLACKWOOD
File: 1/05/2005 Dispose: Reopen: Close:

Evt: ADM Dte: 2/04/2005 Plea: ___ Dsp: ABL Pgw/Rslt: CPD Monetary: ___
Pty: JUV J Cnt: Attny: ___ Jur: J_1953 Due Dte: ___
Cat:
Form: JC SON Register: Receipt: Amount:

Legal Status: IMC Curfew Time: Weekday: 3:00 P /Weekend: 10:00 P
Placement: Type: DSP Custody: X Begin: 2/05/2005 End:
Facility: CO788201206 Spec Rate: ___ Pty: ___ No Charge: ___

Schedule Next Action:
Next: DSP Date: ED Ctrm:
Det:

F3-Exit F10-Name F10-Cas F10-More Comments F10-Catc F10-Bonds

```

Form Generation

MITTSJ37 UCRAKPVK UCSGEN Environment TEST
ORDER OF ADJUDICATION (DELINQUENCY) JC59 2/04/05

Print all: Y Exit After: N DOC SUM Copy: Y Copies: 1 Page 1 of 3
Case: 2003 030011002 DL HENRY MITTS ADJUDICATE
CLATTERBAUGH Attorneys:

1. In the matter of: _____
2. Hearing: 2/04/2005 Judge J 11953 JAMES R. CLATTERBAUGH
4. The Juvenile appeared in Court with parent(s), guardian, ...
and had X waived an Atty: _____
5. The Court Finds: _____
6. A fingerprintable offense was committed under MCL 20.243 or MCL 20.727.
Fingerprints have been taken.
7. It is contrary to the welfare of the Juv. to remain in the home because _____
8. Based on the following findings (attach list if more space is needed)
the report dated _____
testimony of _____ backed by written
transcript, reasonable efforts were were not made prior... X (NOTE:)

F3=Exit F10=Name F13=Ceds F16=Calc PageUp PageDn

Form Generation

MITTSJ37 UCRAKPVK UCSGEN Environment TEST
ORDER OF ADJUDICATION (DELINQUENCY) JC59 2/04/05

Print all: Y Exit After: N DOC SUM Copy: Y Copies: 1 Page 1 of 3
Case: 2003 030011002 DL HENRY MITTS ADJUDICATE
CLATTERBAUGH Attorneys:

1. In the matter of: _____
2. Hearing: 2/04/2005 Judge J 11953 JAMES R. CLATTERBAUGH
4. The Juvenile appeared in Court with parent(s), guardian, ...
and had X waived an Atty: _____
5. The Court Finds: _____
6. A fingerprintable offense was committed under MCL 20.243 or MCL 20.727.
Fingerprints have been taken.
7. It is contrary to the welfare of the Juv. to remain in the home because _____
8. Based on the following findings (attach list if more space is needed)
the report dated _____
testimony of _____ backed by written
transcript, reasonable efforts were were not made prior... X (NOTE:)

F3=Exit F10=Name F13=Ceds F16=Calc PageUp PageDn

Form Generation

MITTSJ37 UCRAKPVK UCSGEN Environment TEST
ORDER OF ADJUDICATION (DELINQUENCY) JC59 2/04/05

Print all: Y Exit After: N DOC SUM Copy: Y Copies: 1 Page 1 of 3
Case: 2003 030011002 DL HENRY MITTS ADJUDICATE
CLATTERBAUGH Attorneys:

1. In the matter of: _____
2. Hearing: 2/04/2005 Judge J 11953 JAMES R. CLATTERBAUGH
4. The Juvenile appeared in Court with parent(s), guardian, ...
and had X waived an Atty: _____
5. The Court Finds: _____
6. A fingerprintable offense was committed under MCL 20.243 or MCL 20.727.
Fingerprints have been taken.
7. It is contrary to the welfare of the Juv. to remain in the home because _____
8. Based on the following findings (attach list if more space is needed)
the report dated _____
testimony of _____ backed by written
transcript, reasonable efforts were were not made prior... X (NOTE:)

F3=Exit F10=Name F13=Ceds F16=Calc PageUp PageDn

MITTSJ37 UCRAQVK UCSGEN Environment TEST
ORDER OF ADJUDICATION (DELINQUENCY) JC59 2/04/05

Print all: Y Exit After: N DOCSUM Copy: Y Copies: 1 Page 1 of 3
Case: 2003 030011802 DL HENRY MITTS ADJUDICATE
CLATTERBRAUGH Attorneys:

1. In the matter of: -
2. Hearing 2/04/2005 Judge J 11953 JAMES R. CLATTERBRAUGH
4. The Juvenile appeared in Court with parent(s), guardian, ...
Fingerprints have not been taken.
7. It is contrary to the welfare of the Juv. to remain in the home because
8. Based on the following findings (attach list if more space is needed)
the report dated
testimony of backed by written
transcript, reasonable efforts were were not made prior... X (NOTE:)
F3=Exit F10=Name F13=Ceds F16=Calc PageUp PageDn

F4 at "The Court finds" text...

MITTSJ37 UCDSDFK UCSGEN Environment TEST
Job# 290570 Stamp: 2005-02-04 14:01:20.450000 2/04/05
Crt: P 13 13 Form: JC 59
Case: 2003 030011802 HENRY MITTS
Year Petition CTN CPM Dated:
Crt PLE CRT JAV DSM ALLEGATIONS OFFENSE
2003 030011802 130400006701 03-0590 11/03/2004
1 A SCHOOL TRUANCY 712.A204
2 A RETAIL FRAUD 3RD DEGREE 750.35604
2004 030011803 130400007801 0590-04 12/01/2004
1 A MINOR PURCHASE/CONSUME 436.17031A
2 D RUNAWAY 712.A202
F3=Exit

...will return you to a list of the petitions and related charges associated with this form.

MITTSJ37 UCRAQVK UCSGEN Environment TEST
ORDER OF ADJUDICATION (DELINQUENCY) JC59 2/04/05

Print all: Y Exit After: N DOCSUM Copy: Y Copies: 1 Page 1 of 3
Case: 2003 030011802 DL HENRY MITTS ADJUDICATE
CLATTERBRAUGH Attorneys:

1. In the matter of: -
2. Hearing 2/04/2005
The Juvenile appeared and had X waived
the Court Finds: -
Fingerprints have
is contrary to
8. Based on the fol
the report
testimony of
transcript, reasonab
F3=Exit F10=Name F13=Ceds F16=Calc F17=Top F18=Bottom

F4 at text lines will bring in Edit Text Comments screen

MITTSJ37 UC07PVK UCSGEN Environment TEST
 ORDER OF ADJUDICATION (DELINQUENCY) JC59 2/04/05

Print all: Y Exit After: N DOCSUM Copy: Y Copies: 1 Page 3 of 3
 Case: 2003 000011002 DL HENRY MITTS ADJUDICATE
 CLATTERBRAUGH Attorneys:

...d.cooperate with and participate in services, evaluations, tests and the
 dispositional investigation as required by the probation officer.
 Parent(s) shall pay the costs of professional testing and evaluations.
 ...e.cooperate with an evaluation to determine the need for psychiatric
 treatment as prescribed by MCL 712.101.
 ...12.Parent(s) shall file appropriate financial statements with this court
 no later than ...
 X 13.Other:
 All previous order shall remain in full effect with this order.
 Sign Date: 2/04/2005 HUGH

F3=Exit F10=Name F13=Ceds F16=Calc F21=Print PageUp PageDn

When you have completed
the form F21 to print.

DOC SUM

MITTSJ37 UC0UDFK UCSGEN Environment TEST
 Work with Juveniles 2/07/05

Next: Case: 2003 0000450901 Court: P 12. 13

Type options, press Enter.
 2=Change 4=Delete 5=Display 6=Notes C=Cases D=DocSum F=Family
 H=Monetary N=Next Actions P=Placements R=RRR S=Summary of Cases

MITTS, HE

Name	File Number	File Date	Destroy Dt
D MITTS, HENRY,	DL 2003 0000001110	12/05/2003	
Age: 10 Cust: N	Lgl:	Wrk: BLACKWOOD	
MITTS, MARION,	DL 2003 0000000740	8/01/2002	
Age: 12 Cust: N	Lgl:	Wrk:	
MITTS,			
Age:			

F3=Exit

To view the forms that have been generated and
saved in the DOCSUM version at the Work with
Juveniles (JUV) screen, place an "D" next to the
minor's name and press enter.

MITTSJ37 UC0UDFK UCSGEN Environment TEST
 DSP W/w Form History Juv 2/04/05

Crt P 13 13 File: 2003 0000001110

Type options, press Enter.
 1=Edit Form 4=Delete 5=Display

Doc #	Doc Date	Matter of Name	Doc #	Ct
2	2/04/2005	JC 59 HENRY MITTS	1	DL

F3=Exit

To modify the form at the Form History screen,
enter a 2 next to the form you would like to
modify and press enter.

MITTSJ37 UC10EFK UCSGEN Environment TEST
 JC 59 Document Date 2/04/2005 Case Type DL Doc# 5
 ORI MI-7654321 CTN 130400006701 SID DOB 03/07/1988
 POLICE REPORT NO.03-0530

1. In the matter of
HENRY MITTS

PETITION(s)R: 2003-0300111802 2004-0300111803

2. Date of Hearing: 02/04/2005
Judge/Referee: JAMES R. CLATTERBUUGH 11953

3. A petition has been filed in this matter and notice of hearing on the petition has been served as required by law.

4. The juvenile has appeared in court in person with parent(s), guardian, legal custodian, guardian ad litem, and waived an attorney.

F3=Exit F4=Ins More... F21=RePrint

The DOC SUM version of this form is displayed. You may make changes to this form for reprinting.

MITTSJ37 UC10EFK UCSGEN Environment TEST
 JC 59 Document Date 2/04/2005 Case Type DL Doc# 4
 BOOK dtd
 BRITILE CREEK, MI 40203

(X) 11. Pending disposition, the juvenile shall be under the supervision of this court and shall:

() a. remain in the care and custody of _____
and be subject to the reasonable and lawful commands of the parent(s)/guardian/legal custodian and those terms and conditions required by the probation officer.

() b. be placed in licensed foster care and be subject to the rules and conditions of foster care. Parenting time shall be as approved by the probation officer. The parent(s) shall reimburse the Child Care Fund for costs of the placement.

(X) c. be placed at _____

F3=Exit F4=Insert/D More... F21=RePrint

If you want to delete or insert lines, F4 prompt on the line.

MITTSJ37 UC10EFK UCSGEN Environment TEST
 JC 59 Document Date 2/04/2005 Case Type DL Doc# 2

(X) 11. Pending disposition, the juvenile shall be under the supervision of _____

() a. remain in the care and custody of _____
and be subject to the reasonable and lawful commands of the parent(s)/guardian/legal custodian and those terms and conditions required by the probation officer.

() b. be placed in licensed foster care and be subject to the rules and conditions of foster care. Parenting time shall be as approved by the probation officer. The parent(s) shall reimburse the Child Care Fund for costs of the placement.

(X) c. be placed at Shawansee County Detention Facility
Parenting time _____ officer.
The parent(s) _____ the costs

F3=Exit F4=Insert/D More... F21=RePrint

Enter "I" to insert a line or "4" to delete a line and press enter.

MITTSJ37 UCIOEFK UCSGEN Environment TEST
 Edit Form 2/04/05
 JC 59 Document Date 2/04/2005 Case Type DL Doc# 1

(X) 11. Pending disposition, the juvenile shall be under the supervision of this court and shall:

and be subject to the reasonable and lawful commands of the parent(s)/guardian/legal custodian and those terms and conditions required by the probation officer.

conditions of foster care. Parenting time shall be as approved by the probation officer. The parent(s) shall reimburse the Child Care Fund for costs of the placement.

(X) c. be placed at Shiawassee County Detention Facility. Parenting time shall be as approved by the probation officer. The parent(s) shall reimburse the Child Care Fund for the costs of placement.

The line has been deleted.

F3=Exit F4=Insert/Delete line F10=Name F13=Ceds F16=Calc F21=RePrint

MITTSJ37 UCIOEFK UCSGEN Environment TEST
 Edit Form 2/04/05
 JC 59 Document Date 2/04/2005 Case Type DL Doc# 4
 ROOM 414
 BRITILE CREEK, MI 48203

(X) 11. Pending disposition, the juvenile shall be under the supervision of this court and shall:

be placed at Shiawassee County Detention Facility. Parenting time shall be as approved by the probation officer. The parent(s) shall reimburse the Child Care Fund for the costs of placement.

() 12. Parent(s) shall file appropriate financial statements with the court not later than 03/04/2005.

Continue modifying the form and when you have completed your modifications select F21 to reprint the form

consistent with order

F16=Calc F21=RePrint

MITTSJ37 UCKUDFK UCSGEN Environment TEST
 DSP W/w Form History Juv 2/04/05

Crt P 13 13 File: 2003 0000001118

Type options, press Enter.
 2=Edit Form 4=Delete 5=Display

Op	Doc Date	JC	Matter of Name	Doc #	Ct
2	2/04/2005	59	HENRY MITTS	1	DL

You are returned to the Form History screen. F3 to exit.

F3=Exit

Discussion

- Projected Release Date of Forms Enhancements
- Prioritization of Forms
- Questions

For Further Assistance

- Check visit our website at courts.mi.gov/jis
- Email us at tcshelpdesk@courts.mi.gov
- Call us at 888-339-1547
 - select option 4 for the TCS team
- Fax us at 517-373-7451
- Mail to:
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Trial Court Team
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